

DEPARTMENT OF THE NAVY
Office of the Chief of Naval Operations
Washington, DC 20350-2000

OPNAVINST 1160.5C
Pers-222
18 October 1993

OPNAV INSTRUCTION 1160.5C

From: Chief of Naval Operations
To: All Ships and Stations (less Marine Corps field addressees not having Navy personnel attached)

Subj: REENLISTMENT QUALITY CONTROL PROGRAM

Ref: (a) CNO Washington DC 252345Z Feb 92 (NAVADMIN 021/92)
(b) MILPERSMAN

Encl: (1) Criteria for Preferred Reenlistment (RE-R1)
(2) Criteria for Reenlistment (RE-4) Determination

R) 1. Purpose

- A) a. To provide a personnel management program to control rating manning, reduce advancement stagnation, and meet end strength requirements.
- b. To issue reenlistment criteria for the Reenlistment Quality Control Program.
- c. To establish terms of years an individual may reenlist based upon Career Reenlistment Objective (CREO) group of his/her rating and years of service at the time of reenlistment.
- d. To establish standardized professional growth points or high-year tenure (HYT) by pay grade.
- e. To establish procedures by which personnel may request consideration for reenlistment/extension beyond established professional growth points.

2. Cancellation. OPNAVINST 1160.5B.

3. **Applicability.** This instruction is applicable to USN, USNR Training and Administration of Reserves (TAR), and USNR personnel serving on active duty or extended active duty (2 years minimum for USNR). This instruction does not apply to Sea and Air Mariners (SAM) program personnel who are performing initial active duty for training.

4. Definitions

a. **Active Military Service.** All active duty (and active duty for training performed subsequent to 9 August 1956) in the Army, Navy, Air Force, Marine Corps, and Coast Guard or any component.

b. **Active Naval Service.** All active duty (and all active duty for training performed subsequent to 9 August 1956) in Navy.

c. **CREO Group and Rating Entry for General Apprentices (REGA).** NAVADMIN for Rating Entry for General Apprentices (REGA) and Career Reenlistment Objectives (CREO) distributed quarterly (R) provide rating availability for non-designated strikers, advancement forecasts, CREO rating classifications, and critical skills lists.

d. **Enlisted Navv Career Options for Reenlistment (ENCORE) Program.** Reference (a) outlines (A) guidance for all first-term sailors in paygrades E1 through E6 requesting reenlistment.

5. **Action.** In addition to the reenlistment standards required by enclosure (1) and article 1040300 of reference (b), the following professional growth criteria must be met to establish reenlistment eligibility: (R)

a. To satisfy professional growth criteria for the first reenlistment (including first enlistment in USN after serving on active duty as USNR), the member must be: (1) serving as a petty officer or, (2) serving in pay grade E3 having passed an examination for advancement to pay grade E4 and be currently recommended for advancement, or (3) have formerly (R) been a petty officer in current enlistment and be currently recommended for advancement to pay grade E4. Failure to meet the professional growth criteria may result in denial of further extensions or reenlistment.

b. Maximum years of active service are as follows:



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18 October 1993

A) (1) E1/E2 cannot reenlist unless involved in special programs (i.e., 2YO program) and approval is granted through ENCORE.

(2) Personnel serving in pay grade E3 are eligible to reenlist/extend provided they have met the professional growth criteria as reflected above. Request for first-term reenlistment/extension must be approved through ENCORE. Continuation beyond 8 years active naval service or 20 years active military service is not authorized.

(3) Personnel serving in pay grade E4 are eligible to reenlist/extend provided the contract does not exceed the high-year tenure limit of 10 years. E4s who are otherwise eligible in all respects, desiring to reenlist for a special program requiring a 6-year obligation—such as STAR/SCORE/EEAP where the reenlistment period will continue them past their high-year tenure limit of 10 years—must execute a page 13 service record entry as follows:

“I understand that this reenlistment affords me the opportunity to reenlist for the (name of program), and that failure to advance to E5 prior to the completion of the active obligated service incurred as a result of the (name of program) or prior to the 10-year high-year tenure limit for E4, whichever is later, will result in separation from the naval service at high-year tenure.”

Except as authorized above, continuation beyond 10 years active naval service or 20 years active military service is not authorized.

R) (4) Personnel serving in pay grade E5/E6 are eligible to reenlist/extend up to a maximum of 20 years day-for-day active service. Waivers will be considered on a case-by-case basis for personnel serving with critical Navy Enlisted Classification Codes (NEC) or in undermanned ratings. An E5/E6 is not eligible to reenlist/extend beyond completing 20 years day-for-day active military service.

R) (5) Personnel serving in pay grade E7 are eligible to reenlist/extend up to a maximum of 24 years day-for-day active service.

R) (6) Personnel serving in pay grade E8 are eligible to reenlist/extend up to a maximum of 26 years day-for-day active service.

(7) Personnel serving in pay grade E9 are eligible to reenlist/extend up to a maximum of 30 years day-for-day active service.

c. Personnel who have been selected for advancement can reenlist for terms up to the high-year tenure limits of their prospective rate.

d. Commanding officers may grant up to 4 months extension to E3 through E5 members. Members must have over 6 years active duty and have already taken advancement exams. Extensions are authorized to await examination results only for determination of eligibility to reenlist or to extend for terms of prospective vice current rate. Members may (A not be extended in order to take an exam which occurs after their current expiration of active obligated service (EAOS). Members who are not selectees, and E3s who have not passed-but-not-advanced (PNA'd) an examination, should be discharged at EAOS with RE-4 code or RE-3R code unless they are eligible for transfer to the fleet reserve.

e. Waivers to HYT will not normally be granted. Extreme cases such as personnel assigned in unique skills/Navy Enlisted Classification Codes or unusual or specially deserving cases will be considered on a case-by-case basis. Requests for waivers of HYT must be submitted via NAVPERS 1306/7 (D (4-86), Enlisted Personnel Action Request with full justification not later than 1 year prior to expiration of active obligated service, projected rotation date, or high-year tenure, whichever occurs first. Waivers for USN/USNR personnel will be forwarded to Pers-254 for staffing through Pers-4 and Pers-2. Waivers for Training and Administration of Reserve personnel will be forwarded to Pers-913 for staffing through Pers-9, Pers-222, and Pers-254.

f. Personnel authorized HYT waiver forfeit twilight tour eligibility.

g. Candidates for advancement who will be over the established HYT for their present paygrade on the first day of the advancement cycle are ineligible for advancement and will not be considered by selection boards without prior approval from Pers-254. Pers-254 will staff all such requests through Pers-262 and Pers-222.

h. Personnel reduced in rate (RIR) may complete an enlistment properly entered into prior to reduction.

Subsequent reenlistments or extensions will require RIR personnel to meet professional growth criteria.

i. Regular members who are within 2 years of qualifying for transfer to the Fleet Reserve, and Reserve members who are entitled to be credited with at least 18 but less than 20 years of service may not be separated or denied reenlistment under the provisions of this instruction.

6. Reenlistment Eligibility Classifications

a. To identify those members who have performed at a level significantly above their contemporaries, reenlistment eligibility classification code RE-R1, Recommended for Preferred Reenlistment, applies. To be eligible for assignment of this code

D) members must meet criteria in enclosure (1).

b. Members who meet minimum criteria for reenlistment as defined in paragraph 5, but do not meet criteria for assignment of reenlistment eligibility code RE-R1 per enclosure (1) shall be assigned reenlistment eligibility code RE-1, Eligible for Reenlistment.

D)

c. Upon separation from active duty, members serving in pay grade E3 who have failed to meet professional growth criteria for first reenlistment established in subparagraph 5a, but who are eligible in all other respects and recommended for advancement, shall be assigned reenlistment eligibility code RE-3R, Eligible for Probationary Reenlistment. Personnel separated with an RE-3R reenlistment code may reenlist at a Navy recruiting activity for a period of 2 years with approval of Chief of Naval Personnel (CHNAVPERS) (Pers-231). USNR(TAR) personnel separated with an RE-3R reenlistment code may be recalled for a period of 2 years with approval of CHNAVPERS (Pers-913). The member is required to acknowledge the following page 13 service record entry before reenlisting. Failure on the part of the member to receive or understand the explanation below does not preclude denial of future reenlistment or extension eligibility:

"I understand this 2-year probationary reenlistment or recall is to afford me the opportunity to meet professional growth criteria. If I fail to satisfy professional growth criteria as stipulated in current directives, I may be denied an extension to this agreement or further reenlistment."

d. Upon separation from active duty, members serving in pay grade E4 who have failed to meet professional growth criteria shall be assigned reenlistment eligibility code, RE-4, Not Eligible for Reenlistment.

e. Members who fail to meet minimum eligibility criteria for reenlistment and fall within the criteria listed in enclosure (2) shall be separated and assigned reenlistment eligibility classification RE-4, Not Eligible for Reenlistment. Waivers to these criteria to effect up to a 24-month extension or 2-year reenlistment will be considered on a case-by-case basis. USN and USNR (serving on active duty) personnel submit waiver request to CHNAVPERS (Pers-831) for E5 and above or Pers-254 for E4 and below. USNR(TAR) personnel submit waiver request to Pers-913.

f. Members assigned reenlistment eligibility classification RE-4 shall be informed of the reasons and appropriate service record entries made per article 3640470 of reference (b).

7. Form. NAVPERS 1306/7 (4-86), Enlisted Personnel Action Request, S/N 0106-LF-013-0637, may be requisitioned from the Navy Supply System per NAVSUP P-2002.

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CRITERIA FOR PREFERRED REENLISTMENT (RE-R1)

<u>Reenlistment Point</u>	<u>Pay Grades</u>	<u>Qualifying Criteria</u>
8 years service	E3 and below E4	RE-R1 not authorized. 1. Pass E5 advancement exam. 2. Have overall trait average 3.6 or above.
	E5 and above	1. Overall trait average of 3.6 or above. 2. No performance mark below 3.6 in any trait of Military Knowledge/ Performance, Reliability, Personal Behavior or Directing during 36 months immediately preceding reenlistment or EAOS.
8 to 20 years	E4 and below E5 and E6	RE-R1 not authorized. 1. Overall trait average of 3.6 or above. 2. No performance mark below 3.6 in any trait of Military Knowledge/ Performance, Reliability, Personal Behavior or Directing during 36 months immediately preceding reenlistment or EAOS.
	E7 and above	1. Overall trait average of 3.6 or above. 2. No performance mark below 3.6 in any trait of Military Knowledge/ Performance, Reliability, Personal Behavior, Directing or Management during 48 months immediately preceding reenlistment or EAOS.
<p>** Regular members who are within 2 years of qualifying for transfer to the Fleet Reserve, and Reserve members who are entitled to be credited with at least 18 but less than 20 years of service, may not be separated or denied reenlistment under the provisions of this instruction.</p>		
Beyond 20 years	E6 and below E7 and above	RE-R1 not authorized. No performance mark below 3.6 in any trait during 48 months immediately preceding reenlistment or EAOS.

Enclosure (1)

18 OCT 1993

CRITERIA FOR REENLISTMENT (RE-4) DETERMINATION

<u>Pay Grades</u>	<u>Qualifying Criteria</u>
All pay grades	<ol style="list-style-type: none">1. Have had one general or special courts-martial conviction or two summary courts-martial convictions or a combination of more than two non-judicial punishments or summary courts-martial convictions in the year preceding EAOS or desired reenlistment date; or2. Have been administratively reduced in rate, detached for cause, or issued a letter of substandard service by the petty officer quality review board, or3. Are not recommended for reenlistment by commanding officer.
E1 and E2	All receive RE-4 for failure to meet professional growth criteria (except in special 2YO programs).
E3	All who fail to meet professional growth criteria described in paragraph 5.
E4 and below	Average of less than 3.0 in any trait during current enlistment on enlisted performance evaluations.
E5 and above	<ol style="list-style-type: none">1. Received two or more marks of 2.8 or below in same trait on enlisted performance evals during past 36 months; or2. Received any mark of 2.0 or below in any trait within 1 year prior to EAOS or reenlistment request; or3. Less than 3.0 average in any trait during current enlistment.